

ADMINISTRATIVE***Change to SELPA Membership
Addition or Withdrawal of LEA*****Adopted: 6/11/2025****First Reading: 6/11/2025**

This policy outlines the procedures for both the addition and withdrawal of Local Education Agencies (LEAs) within the Tuolumne County Special Education Local Plan Area (SELPA). These procedures ensure that changes to SELPA membership are conducted in a manner that preserves equitable access to special education services and compliance with applicable state and federal regulations.

Addition of an LEA

Requests for participation in the Tuolumne County SELPA as a new LEA, including those from charter schools, shall be evaluated in a manner consistent with requests made by traditional school districts. Charter school participation shall be governed by applicable SELPA policies and procedures related to charter LEAs.

In reviewing and approving such requests, the following requirements shall apply:

- The new LEA shall participate in the state and federal funding allocations for special education and shall receive funds in accordance with the SELPA's adopted funding allocation plan.
- The new LEA shall participate in the governance of the SELPA on the same terms as all other LEAs in the SELPA, including voting rights, representation, and responsibilities as outlined in the Local Plan.
- The SELPA shall evaluate capacity, service impact, fiscal implications, and programmatic alignment when reviewing requests for LEA membership.
- Requests for admission shall follow formal procedures outlined in the SELPA's Policies and Procedures Manual and are subject to approval by the SELPA Governing Board and the California Department of Education, pursuant to EC §56195.1 and §56195.3.

Withdrawal of an LEA

Any LEA participating in the Tuolumne County SELPA may request to withdraw from the SELPA. The following procedures shall apply to ensure a thoughtful and equitable transition:

1. Notice of Intent
 - The Superintendent of the LEA seeking withdrawal must submit written notice to the SELPA Administrator no later than September 1 of the school year preceding

the intended withdrawal year.

2. Notification to Relevant Entities

- Upon receipt of the request, the SELPA Administrator shall notify the SELPA Governing Board, the Tuolumne County Superintendent of Schools (Administrative Unit), and the California Department of Education.

3. Review and Recommendation

- Within 60 days, the SELPA Administrator and/or staff shall conduct a review of the request and provide a written recommendation to the Governing Board.

4. Board Distribution and Review

- A copy of the written recommendation shall be distributed to the Governing Board at least 10 days prior to the meeting in which the item is to be discussed.

5. Board Action

- The Governing Board shall take formal action to approve or deny the withdrawal within 100 days of receiving the request.

6. Effective Date of Withdrawal

- If approved, the withdrawal shall become effective on July 1 of the following fiscal year, unless otherwise agreed upon by the Board and the CDE.

7. Asset and Responsibility Distribution

- A Transition Committee shall be established by the Governing Board to develop a plan for the redistribution of SELPA assets, liabilities, and services relevant to the withdrawing LEA. This committee shall include:
 - The Superintendent and Chief Business Official of the withdrawing LEA
 - Two Superintendents and two Chief Business Officials selected by a majority vote of the Governing Board
 - The SELPA Administrator

8. State Approval

- Final withdrawal is subject to approval by the California Department of Education, consistent with EC §56195.10 and §56195.14, to ensure continuity of services and compliance with legal obligations.

References: EC 56195.1
EC 56195.3
EC 56195.7
EC 56195.10
EC 56195.14